

DEPARTMENT OF MEDICAL ASSISTANCE SERVICES EMPLOYMENT OPPORTUNITY

This Agency is charged with ensuring proper **MEDICAID** services to qualified recipients. Please visit our website and the Commonwealth of Virginia's website referenced below for additional information and qualifications.

SENIOR POLICY ANALYST

Role Title: Policy and Planning Specialist II

Position #00648

Pay Band 5, Level III Hiring Range: \$42,614 - \$70,000

Closing Date: September 12, 2016

Excellent opportunity in the Policy and Research Division for an experienced self-starter to be responsible for highly technical policy analysis and program implementation for Medicaid, Title XXI, and other indigent health care programs. The incumbent develops and implements eligibility policy and regulations and provides professional consultation and assistance to statewide programs for targeted populations. Also provides technical assistance and consultation primarily focused on the role of liaison in brokering eligibility aspects of health care program delivery and develops changes and modifications in eligibility regulations and policy in compliance with state and federal law. Applicants must have comprehensive knowledge of the administration of human service programs and the developmental and operational systems needed to deliver services to beneficiaries. Requires considerable knowledge of Medicaid, FAMIS Plus, FAMIS, and FAMIS MOMS eligibility criteria and regulations. Requires demonstrated ability to interpret laws, rules, regulations and guidelines and to assess the degree of compliance. Must have knowledge of the techniques and methods used for planning and managing studies, and program evaluation. Requires proven ability to provide sound technical and programmatic assistance, and to conduct research or studies independently. Must have demonstrated ability to analyze information and form sound conclusions, as well as communicate effectively through comprehensive reports and presentations. Must be proficient using spreadsheet, word processing, and presentation software on the PC. Experience with VaCMS, MMIS and other electronic information systems a plus. Bachelor's and advanced degree in health or public administration, public policy or related field preferred; experience in a local department of social services may substitute.

ONLINE STATE APPLICATION REQUIRED

Resumes will not substitute for state applications. DMAS will only accept online applications submitted through the RMS **by 11:59 p.m.** on the referenced closing date. Faxed, emailed, or hand delivered applications or resumes will not be accepted and resumes will not substitute for a complete state application. Applications must include complete work history, including periods of unemployment if applicable. Consideration for an interview is based solely on the information within the application.

Receptionist: 804-786-5408, TDD 800-343-0634

Web Sites for Vacancy Listings

RMS: <https://virginiajobs.peopleadmin.com/>

DMAS: http://www.dmas.virginia.gov/Content_pgs/ab-emp.aspx

Applicants who require accommodation to apply for Agency openings should contact the DMAS receptionist for assistance.

EEO/AA/ADA